THE MONTHLY DOWNLOAD

Business Premium is your next smart move

Running a business comes with challenges you might not expect, like phishing emails, stolen devices, or ex-employees still accessing your systems.

While Microsoft 365 Business Standard is a great package for getting work done, it doesn't offer the advanced security and management tools needed to handle these risks.

That's where Microsoft 365 Business Premium comes in.

Business Premium gives you everything you love about Business Standard – apps like Word and Excel, email hosting, Microsoft Teams, and OneDrive for cloud storage. And it adds powerful features to keep your business secure and efficient.

Take cyber threats, for example. Phishing emails, designed to trick you into clicking dangerous links, can install malware (malicious software) that locks your files or steals sensitive data. With Business Premium, Microsoft Defender for Business scans for these threats and stops them in their tracks. It's like having a 24/7 security guard for your data.

Device management is another big advantage. If an employee loses their laptop, Business Premium's Microsoft Intune lets you remotely erase company data, protecting your sensitive information. You can also set policies to ensure every device connected to your business is secure.

And then there's protecting your confidential information. Business Premium uses Purview Information Protection to label sensitive files and control who can access them. Even if an email gets forwarded outside your company, the protections stay in place, safeguarding your data wherever it goes.

These tools aren't just nice to have, they're essential for modern businesses facing growing cyber security threats. The added cost is a small investment for the confidence that your team, data, and reputation are protected.

Upgrading to Business Premium can help prepare your business for the future. If you're ready to take that step, it's worth every penny. We can help you get started – get in touch.

365

Business gadget of the month

Logitech Multi-Device Wireless Keyboard

If you use more than one device each day (and I think most of us do), switching from one to the other can become a pain.

But this Logitech Multi-Device wireless keyboard can connect to up to three devices – like your PC, a tablet, and even your phone – and lets you switch between each one seamlessly. It even has a stand to place your phone or tablet on for easier viewing. As a bonus, it makes your typing quiet too, so you don't disturb those around you when you get into the zone.

$76.14 from Amazon.

Q: Where do I start using AI in my business?

A: Trying out Copilot is a great starting place. It works alongside many of your Microsoft apps to make things easier. We can help – get in touch.

Q: How do I stop my team using their personal phones for work tasks?

A: Educate them on the dangers of doing so and explain the consequences for them if they keep doing it.

Q: Should I restrict access to business files for certain employees?

A: The most secure thing is to allow employees only to access files relevant to their role. Microsoft 365 Business Premium comes with tools to help.

Here's why **you should stick to work-specific tools**

When it comes to communicating with your team, it can be tempting to stick with what's familiar. Apps like WhatsApp or Facebook Messenger are quick and easy to use. And everyone already has them on their phones, right?

But while these tools are great for sharing vacation photos or planning a get-together, they're not the best choice for work-related conversations. In fact, they could cause serious problems for your business.

You and your team often share information that's sensitive – customer details, employee records, or even financial data. Sharing this kind of information over apps that aren't designed for business use can be risky. Many of these apps don't have the advanced security measures needed to protect your business from threats like malware (malicious software designed to steal or damage your data).

If this happens on a personal app which doesn't have the right security in place, your business could end up facing

serious consequences. Losing access to important accounts or having private data leaked, for example.

Using business-specific communication tools, like Microsoft Teams, isn't just about security, it's also about keeping things organized. It lets you set up separate channels for different projects, share files securely, and even integrates with other apps you might be using. That means your team spends less time scrolling through endless chat threads and more time getting things done.

Personal apps can quickly get messy. Important messages get buried under GIFs and memes, and it becomes all too easy to accidentally share the wrong file - or worse, send something confidential to someone outside the company.

Switching to a proper business communication tool isn't difficult, and it's one of the best ways to protect your company's information while keeping your team running smoothly.

Need help getting started with the right tools for your business? Get in touch.

Exciting things for RCT this month…

Love is in the air at Rivercity Technology Services! 💕 This February, we're thrilled to be taking on exciting new projects for our amazing clients—helping their businesses thrive is what we do best. On top of that, we've been busy making up fun treat bags to give out during the onboarding process for our newest clients. It's our way of spreading a little love and showing appreciation as they join the RCT family. Here's to a month full of growth, collaboration, and maybe a little extra chocolate! 🍫💌

This is how you can get in touch with us:

CALL: 306-933-3355 | EMAIL: hello@rivercitytech.ca
WEBSITE: www.rivercitytech.ca

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1 ChatGPT is bigger than ever, with 300 million weekly users and more than 1 billion messages sent every day. It was created by OpenAI. And 1.3 million developers are now building on its tech. Just remember, never use personal info in your messages – it's better to be safe than sorry.

2 One-third of business emails last year were spam – that's more than 20 billion. Of these, 427 million were malicious, with phishing leading the charge. Businesses now face an average of 36 phishing attempts daily, making strong cyber security more critical than ever.

3 Over 70% of top websites share your personal data with third parties, even if you say no. A recent report revealed there's widespread non-compliance with privacy laws, reminding us that protecting our data requires extra tools.

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About **Rivercity Tech**

The Rivercity Tech (RCT) team is a mixture of cybersecurity and technology experts. We take what we do very seriously, but bring an approachable and easygoing flair to our interactions. We always say we are forging a partnership, immediately becoming an extension of our client's team. We would love to show you what we are all about!

Our **Services**

🔒 **CYBER SECURITY**   📠 **BUSINESS PHONE SERVICES**

🤝 **MANAGED IT**   📊 **WEB DEVELOPMENT**

INSPIRATIONAL QUOTE OF THE MONTH

"If you want something new, you have to stop doing something old."

Peter Drucker, Austrian American management consultant.

MICROSOFT

File Explorer will remember your open tabs

There are some great updates coming to File Explorer in Windows 11. The coolest new feature is that File Explorer can now restore all your open tabs after a restart, just like a web browser does.

It's currently being tested with Windows Insiders, but we'd love to see a rollout soon.

Technology update

Windows is getting AirDrop-like file sharing

Sharing files between your iPhone and Windows PC is finally easier, thanks to a new update from Microsoft.

The Phone Link app for Windows and Link to Windows app for iPhone now lets you share files in a similar way to Apple's AirDrop feature. Instead of relying on clunky third-party apps or email attachments, you can simply use the share option on your iPhone or PC to send files back and forth.

This update is a big win for anyone juggling Apple and Windows devices, making file transfers faster and more convenient than ever.

Who will be February's tech quiz champion?

1. What does DNS stand for?
2. Which programming language is primarily used for developing iOS applications?
3. What coding issue was expected to create havoc in computer networks around the world in 2000?
4. What feature is often used to identify if a website visitor is human?
5. What device, released in 1993, made the term "personal digital assistant" popular?

The answers are below.

1. Domain Name System
2. Swift
3. Y2K, or the "Millennium Bug". This was a programming issue where many computer systems represented years with only two digits, potentially causing errors when the year rolled over from 1999 to 2000
4. Captcha
5. Apple's Newton Message pad